



STATE OF MAINE  
DEPARTMENT OF EDUCATION  
23 STATE HOUSE STATION  
AUGUSTA, MAINE  
04333-0023

JOHN ELIAS BALDACCI  
GOVERNOR

SUSAN A. GENDRON  
COMMISSIONER

May 1, 2008

Stan Sawyer, Superintendent  
Westbrook School Department  
117 Stroudwater Street  
Westbrook, ME 04092

Dear Superintendent Sawyer:

Thank you for the revised Alternative Plan that you submitted on behalf of Westbrook School Department on April 17, 2008 for Department review for compliance with the school reorganization law, P.L. 2007, chapter 240, Part XXXX.

I recognize how much time, effort and thoughtful work is required to complete an alternative plan and appreciate the efforts made, to date, by all those involved.

Members of my staff and I have reviewed the submission and offer the comments and notes listed below to assist you in completing the plan. If you make any substantive change(s) to any part of the plan beyond those listed below, please be sure to note those on the Updated Alternative Plan Cover Sheet Checklist, along with notation of those items that have changed per the notes contained in this response.

**General Documentation (Submittal Sheet)**

- All information submitted as required.

**Checklist/Plan Text Items**

Items Checked "Complete"

With respect to the items you checked as "complete", please note the following:

*\* Required Items*

Each alternative plan must provide detailed projected expenditures and cost savings in FY 2008-2009 for system administration, transportation, special education, and facilities and maintenance in accordance with P.L. 2007, chapter 240, Part XXXX-36(6)(F). When providing these projected expenditures and cost

savings, you may want to consider using the guidance offered in the Drummond Woodsum workshop materials. If you have questions concerning this requirement, please email Karla Miller or Suzan Beaudoin at [karla.miller@maine.gov](mailto:karla.miller@maine.gov) or [suzan.beaudoin@maine.gov](mailto:suzan.beaudoin@maine.gov) for assistance.

In Exhibit A, we have included a comparison of (A) the 2007-08 EPS allocations for the four categories of system administration, transportation, special education, and facilities and maintenance and (B) your unit's 2007-08 budget information for these four categories. I encourage you to review this information.

We will review all items on the checklist again, upon your completion of the plan.

### **SUBMISSION OF REVISIONS:**

Please provide the additional materials to complete your plan by June 13, 2008. Please include:

- Any additional data required
- An updated Submittal Page
- An updated Cover Sheet Checklist
- A copy of this Response from the Commissioner.

I will respond no more than 14 days after the revisions/additional materials are refiled with the Department. As you are the contact person identified on the Submittal Sheet, this response is addressed to you but with the understanding that you will share it with your school administrative unit board members.

Finally, what I am reviewing for approval is a plan (or a submission, if the plan is incomplete) which is by its very nature prospective, with steps yet to be taken or finalized; and any review comments or approval given are in relation to the elements required under P.L. 2007, chapter 240, Part XXXX but not the legality of all the activities proposed. Thus, I strongly recommend that you have your own legal advisor(s) review the details of any particular transaction proposed in your plan (particularly with respect to the disposition of property, to debt, and to employee contracts/relations) as you proceed, to ensure the legality of the steps you'll be taking to implement the plan. If that review leads to any substantive changes in any parts of your plan, please be sure to submit an amended plan to the Department for our review and our file.

Again, my sincere thanks for your efforts.

Sincerely,



Susan A. Gendron  
Commissioner of Education

Exhibit A

Maine Department of Education  
Alternative Plan Financial Review

School Administrative Unit: Westbrook

1. 100% Essential Programs and Services

10/1/2006 Enrollment	Required Local	Additional Local	ED 281 Line 60 Subsidy	Taxes and Subsidy	100% EPS	Amount Over (Under) EPS	Percent Over (Under) EPS
2850.01	\$ 11,736,228	\$ 2,376,486	\$ 11,928,639	\$ 26,041,353	\$ 24,562,905	\$ 1,478,449	6.02%

2008-09 100% EPS Allocation from the FY '09 ED279 = \$ 24,235,583

2. System Administration

FY '08 Budget*	K - 8	Assessment 9 - 12	Total	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 778,902	\$ 710,553	\$ 309,987	\$ 1,020,540	\$ -	\$ (241,638)	-23.68%

2008-09 100% EPS Allocation from the FY '09 ED279 = \$ 570,635

3. Operations and Maintenance of Facilities

FY '08 Budget*	K - 8	Assessment 9 - 12	Total	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 5,143,001	\$ 1,892,168	\$ 989,172	\$ 2,881,340	\$ -	\$ 2,261,661	78.49%

2008-09 100% EPS Allocation from the FY '09 ED279 = \$ 2,766,361

4. Special Education

FY '08 Budget*	Assessment	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 3,869,585	\$ 3,239,691	\$ 434,489	\$ 195,405	6.03%

2008-09 100% EPS Allocation from the FY '09 ED279 = \$ 3,334,982

5. Transportation

FY '08 Budget*	Assessment	Less Revenues	Amount Over (Under) Assessment	Percent Over (Under) Assessment
\$ 1,276,045	\$ 880,365	\$ -	\$ 395,680	44.95%

2008-09 100% EPS Allocation from the FY '09 ED279 = \$ 913,589

\*FY '08 Budget information from MEDMS Financial Reporting.